

Questions from about the CDBG Community Public Services RFA

1. I am reading over the RFA, and on page 2 in the box titled "Funding Available," it says "funds must be expended by February 28, 2024." Is this date accurate?
 - a. **No, this was a typo. It is 2025. It was verbally corrected during the pre-application meeting. Corrected copies are also now on our website, www.leegov.com/dhs/funding.**
2. Is an Urban County partner eligible to apply?
 - a. Yes, an Urban County can apply.
3. If our previous funding from COVID or from previous funding years ended or expired, are we eligible to apply?
 - a. Yes.
4. Can the services for CDBG be delivered virtually via a telehealth platform if the individual served is in unincorporated Lee County?
 - a. Yes.
5. Similar questions but about a non-profit with multiple locations.
 - a. Yes, this would be allowed if unincorporated Lee County is the service area.
6. Would you provide a fillable form or Word document?
 - a. Yes, I will email the Word document to anyone that requests it.
7. What does min and max mean on funding amounts?
 - a. We are requesting applications be for a minimum of \$50,000 per project. The total amount of funding available is the listed maximum amount of \$350,000. Any amount over \$50,000 and under \$350,000 would be considered by our ranking committee.
8. Can funding be retroactively applied to October 1?
 - a. In the past that has happened with other funding sources under different circumstances. For this funding source and RFA, any expenses an applicant wishes to be considered for reimbursement need to be included in the line-item budget that is a part of the application.
9. Is a program that is being taken over from a nonprofit a new service or does it need to apply as an expansion of services?
 - a. Lee County is unable to give advice about which approach an applicant should use for their application.
10. If already receiving grant money is program or nonprofit eligible to apply?
 - a. Yes, but please be clear about what the current grant money is doing. Pay attention in the CDBG rules about supplanting and differentiating from other CDBG or Federal funding.
11. Entrepreneur Training Program eligible?
 - a. Yes.
12. National Objectives question:
 - a. National Objectives are [listed here and](#) are referenced in the RFA documents with links.
13. Is adding staff able to be an application?
 - a. Yes, staffing is an eligible expense.

14. Clarification on documentation required to show ARPA funding properly on application.
 - a. If ARPA funding is directly supporting the project that this funding application would be supporting if awarded, please go into detail on the line-item budget about any additional funding, such as ARPA. If the ARPA funding is being used for a separate program or to support the organization, it can be listed on the budget, but significant details are not required.

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Questions received after top portion was published

1. Map of unincorporated Lee County?

<https://storymaps.arcgis.com/stories/7cf91034b6e44d78bfb5fb76f7b9d0db>

2. Would you please provide a list of the zip codes of unincorporated Lee County?
 - a. See above
 - b. <https://storymaps.arcgis.com/stories/7cf91034b6e44d78bfb5fb76f7b9d0db>
3. Does each workplace site need to be in unincorporated Lee County? Do the children served need to reside in unincorporated Lee County or attend schools there? Or do the workplace sites AND the clients need to be in unincorporated Lee County?
 - a. Please see the following, the section that starts on page 22. This is also linked in the RFA. <https://www.hudexchange.info/sites/onecpd/assets/File/CDBG-National-Objectives-Eligible-Activities-Chapter-2.pdf>
4. Is there a page, character, or word limit to questions 4-7 in the application?
 - a. There is no limit.
5. Would you kindly advise on what pages of the Consolidated Plan HUD Fiscal Years 2019-2023 document are the Community Goals to which we are to detail our alignment?
 - a. We are unable to provide specific advice. Linked in the RFA and using the following link is the Consolidated Plan. <https://www.leegov.com/dhs/Documents/Planning/Final%20Draft%20for%20Public%20Comment.pdf>
6. Should we provide partnership letters and, if so, what do they need to express?
 - a. We are unable to give specific advice. Please refer to the RFA and HUD Guidelines linked in the document.
7. On the "Budget and Match Form" on pg 20, there's a line item for public services and then another section for "Other Projected Costs". Would you please differentiate the public services line item from the "other projected costs" line items. Or, can we create a budget form that we think best captures the complete detail of the funds needed and what they'd be used for?
 - a. For this funding source and RFA, any expenses an applicant wishes to be considered for reimbursement need to be included in the line-item budget that is a part of the application.
8. In the budget narrative section, what does this mean – "Provide a detailed development and operating pro forma."
 - a. These are items a financial/accounting/development person would most likely provide at an organization.

9. The screenshot below reads to us as though perhaps we must be a public facility (we are not) or provide services related to homelessness or the homeless population. We provide one-to-one mentoring to at-risk youth. Are we eligible to apply for this grant opportunity?
 - a. Please see section 7.3
<https://www.hudexchange.info/sites/onecpd/assets/File/Basically-CDBG-State-Chapter-7-Public-Services.pdf> and also page 7 of the RFA.
10. We believe we fall under the category of Services to the homeless, services to the elderly and job training. Do you believe we fit your profile for funding, or is this grant more about housing only? We do not have a certified audited financial statement at this time, but we are in the process of obtaining one. As soon as it is completed, we will send it to you right away. Is this a problem? We have not yet identified a space yet for our project, but are in the process of finding one that best fits our operation's purposes. Is it a problem not to have a building or site identified?
 - a. While I am not able to give specific advice, some part of what is mentioned do qualify for Public Services. We are also releasing an RFA for Non-Profit Capital in January that might also be of interest.
11. Is a for-profit corporation eligible to apply?
 - a. This funding opportunity does require non-profit or government entity status. A for-profit business is not eligible currently.
12. Is a portion of this grant only for Page Park?
 - a. This grant is open to all public or private non-profit organizations and government entities that have provided services at least 12 months prior to the date of application that serve residents in unincorporated Lee County. The money is not earmarked or reserved for any neighborhood.
13. Question about Bonita/Lehigh/non-expanding program/new location.
 - a. Please see the following resources from the RFA:
<https://www.hudexchange.info/sites/onecpd/assets/File/Basically-CDBG-State-Chapter-7-Public-Services.pdf>
Additionally, other applicants have found this map of unincorporated Lee County useful:
<https://storymaps.arcgis.com/stories/7cf91034b6e44d78bfb5fb76f7b9d0db>
14. Our understanding is that programs that provide services to residents of unincorporated Lee County are eligible for funding. To further clarify, if a program is located in incorporated Lee County (Ft. Myers) and serves a mix of both residents from incorporated and unincorporated Lee County is it eligible to apply, and if so, does the budget need to specify that funds will only be used for residents of unincorporated Lee County or is that level of specificity not required?
 - a. Project Beneficiaries All projects funded with CDBG funds must meet a HUD defined national objective. Each project must meet a national objective as described below. Low-Moderate Income Area Benefit (in unincorporated Lee County) • Under the area benefit criteria, the public facility/improvement must benefit all residents of an area where at least 51 percent of the residents are LMI. The service area need not have coterminous boundaries with Census tract borders or other officially recognized boundaries but must be primarily residential in nature. • If qualifying an activity under the Area Benefit criteria, records to keep

include: o Boundaries of the service area; o Documentation that the area is primarily residential (e.g., zoning map); and o Income characteristics of households in the services area (Census/American Community Survey data). Limited Clientele Benefit (in unincorporated Lee County) • Under this criteria, the public facility must exclusively benefit at clientele who are generally presented by HUD to be principally low- and moderate- income persons. The following groups are currently presumed by HUD to be made up of principally low- and moderate-income persons. o Abused children, o Elderly persons, o Persons experiencing homelessness, o Victims of Domestic Violence, o Persons who cannot read or write, o Persons meeting the definition of severely disabled, o Persons living with HIVS/AIDs, o Migrant farm workers. • If the facility is not exclusively benefiting the populations listed above, the regulation stipulates that at least 51 percent of the persons served must be low- and moderate-income. This can be achieved by meeting one of the following criteria: o Serving at least 51 percent LMI, as evidenced by documentation and data concerning beneficiary family size and income; o Having income-eligibility requirements that limit the service to persons meeting the LMI income requirement, as evidenced by the administering agency's procedures, intake/application forms and other sources of documentation; o Being of such a nature and in a location that it may be concluded that the activity's clientele are LMI. • Public facilities such as homeless shelters or group homes for persons with special needs are just two of the examples of public facilities that may qualify under the Limited Clientele criteria. The populations served by these facilities are populations that are presumed to be LMI persons or families.

15. Do you have a specific font and size you would like us to use?
 - a. No, but thank you for asking.
16. 2. Do you want the budget narrative included in section 7, page 21 or in a separate Word document?
 - a. Either is fine, just reference if it is attached.
17. 3. Do you have a specific length you would like the project narrative to be?
 - a. No